



MEMORANDUM

Harvey Ruvin
Clerk of the Circuit and County Courts
Clerk of the Board of County Commissioners
Miami-Dade County, Florida
www.miami-dadeclerk.com
(305) 375-5126
(305) 375-2484 (FAX)

TC

Agenda Item No. 6 (A)

TO: Honorable Chairperson Dennis Moss
And Members of the Transportation
Committee

DATE: May 15, 2003

FROM: Kay M. Sullivan, Director
Clerk of the Board

SUBJECT: Approval of Commission
Committee Minutes

The following Clerk's Summary of Minutes are submitted for approval by the Transportation Committee:

February 27, 2003

KS:
Attachments

**CLERK'S SUMMARY OF AGENDA ACTION
AND OFFICIAL MINUTES
TRANSPORTATION COMMITTEE MEETING
MIAMI INTERNATIONAL AIRPORT
FEBRUARY 27, 2003**

The Transportation Committee convened at 2:27 p.m. in Conference Room No. 2, Concourse A, Fourth Floor, Miami International Airport, there being present Chairperson Dennis Moss, Vice Chairperson Bruno Barreiro, Commissioners Jose "Pepe" Diaz, Betty Ferguson and Joe Martinez, (Commissioner Jimmy Morales was absent); Assistant County Manager Bill Johnson; Assistant County Attorney Abigail Price-Williams; and Deputy Clerk Judy Marsh.

The following support staff members were present:

Messrs. Mark Forare, Assistant Director, Safety and Security; Bruce Drum, Assistant Aviation Director, Airside Operations; Miguel Southwell, Assistant Aviation Director, Business Development; Narinder Jolly, Assistant Aviation Director, Facilities Development; and Carlos Bonzon, Deputy Director, Capital Improvement Program.

Ms. Angela Gittens, Aviation Director, welcomed the Committee members to today's Transportation Committee meeting. She noted that last year the Board of County Commissioners adopted a Business Plan for Miami-Dade Aviation Department's Capital Improvement Program, and the Department had committed to providing reports to the Board on the status of this program on an annual basis.

Ms. Gittens provided an overview of the 2003 Business Plan for the Capital Improvement Program (CIP), a copy of which was submitted for the record. She reported on the status of projects contained within the plan, and addressed the following issues: conditions affecting passenger traffic at MIA, economic outlook, passenger market trends and conditions, airline industry trends and conditions, passenger recovery and revised forecast, financial capacity update, the cost per enplaned passenger (CEP) among competing airports and at-risk analysis evaluation and quarterly cash flow tracking.

Ms. Gittens also reported on terminal improvements and the MIA people mover system. She noted there was \$2.4 billion worth of construction projects underway at MIA. Ms. Gittens recommended that Phase I of the Capital Improvement Program (CIP) as approved by the County Commission be continued.

Chairperson Moss emphasized the importance of revenues generated by the Aviation Department to remain in the departmental budget, and for airfares and other aviation related charges imposed at MIA to be comparable with those imposed by its competitors.

Ms. Gittens responded to Commissioner Martinez' inquiry regarding parking revenues.

Commissioner Barreiro expressed concern that Miami-Dade County was at a competitive disadvantage in terms of airfares for domestic flights from MIA that were considerably higher than similar flights originating from neighboring airports.

As it related to terminal improvements, Ms. Gittens noted staff anticipated that the first four gates for the north terminal would be operational in August 2003, and all nine gates would be operational by October 2003. She stated that the south terminal now included a DBE component in order to obtain federal grant funding and the redesign and redevelopment of the central terminal was eliminated.

Ms. Gittens advised that the Security Operations Command Center (SOCC) was currently under design and would facilitate the integration of various security components. She noted the Department had requested the Transportation Security Administration to provide protocol pertaining to homeland security.

Ms. Gittens noted the business system included in the CIP would allow the Department to operate more efficiently.

In conclusion, Ms. Gittens noted the Department's objectives were to address operational spending targets; to implement continuous improvement initiatives; to maximize concession and non-aeronautical revenue; to maximize the use of grant funds and Passenger Facilities Charges (PFC); to continue review of the Capital Improvement Program; and to continue review of financial capacity.

Mr. Mark Massman, Dade Aviation Consultants (DAC), responded to Commissioner Barreiro's question regarding rooftop terminal parking. He noted additional expense and security issues were associated with rooftop parking.

In response to Commissioner Moss' inquiry regarding safeguards relating to the CIP, Ms. Gittens stated an outreach program had been instituted by Dade Aviation Consultants (DAC), and the department had begun a more aggressive Quality Assurance Program.

Commissioner Moss stated he would like to look at the Quality Assurance Program in the future. He asked that staff review the contracting process at the next Committee meeting held at the Airport, despite the fact that overall County procurement policies were being reviewed by the Procurement Management Policy Subcommittee. Commissioner Moss emphasized the need for the County's procurement process to mirror other business-type models.

In response to Commissioner Moss' inquiry regarding the central terminal, Ms. Gittens stated the central terminal would basically remain the same. She noted the retail concessions would be in the same footprint, however, the hotel would be redeveloped.

Staff presented schematics of the south and central terminals.

Following an overview of the schematics of the south and central terminals by staff, Commissioner Martinez asked that information relating to Concourse H be presented at the next Committee meeting at MIA. He noted he wanted to ensure that projects for Concourse H would be utilized.

In response to Commissioner Moss' inquiry regarding the north terminal interior, Ms. Gittens noted that issue would be presented at the next meeting.

Commissioner Moss thanked each of the committee members for attending today's meeting, and noted Commissioner Morales was out-of-town and unable to attend. He commended staff for their excellent presentations.

Ms. Gittens noted a representative from American Airlines had been present earlier at today's meeting.

There being no further business to come before the Committee, the meeting was adjourned at 3:36 p.m.

Dennis Moss, Chairperson
Transportation Committee